Schultz, Jill

rom: Schultz, Jill
ent: Monday, August 23, 2004 11:16 AM
o: Schultz, Jill; 'Hans-Juergen Roethig (E-mail)'; 'Jan Oey (E-mail)'; 'Valerie A. King (E-mail)'
u :t: RE: Proposal for TESMCFS/01/04

Proposal.zip

-----Original Message-----
From: Schultz, Jill
Sent: Friday, August 20, 2004 2:25 PM
To: Hans-Juergen Roethig (E-mail); Jan Oey (E-mail); Valerie A. King (E-mail)
Cc: Schultz, Jill; Rettig, Stephanie; Kochan, Brigitte
Subject: Proposal for TESMCFS/01/04

Attached for your review is the proposal for the TES Follow Up Study (TESMCFS/01/04), along with detailed budgets for the Coordinator Meeting and CCLS. Please contact us with any questions you may have.

Because the contract will not be signed until approx. late Sept., we need approval of the August/Sept study management costs as well as the costs for the Coordinator Meeting in order to initiate the pre-meeting requirements including:

- Identification of replacement site so that they are included in the meeting
- CRF design so that training can be addressed at the coordinator meeting and they are available from the printer by the time that first patient is enrolled (early Oct)
- Ordering of study specific supplies
  Finalization of Investigator contract/budgets (Covance is contracting with the sites), therefore we need some assurance that this is moving forward.
- The Event Coordinator needs to start immediately in order to secure the venue. Also, contact with the coordinators needs to occur now so that they can block out the dates for the meeting.

<< File: Proposal Philip Morris 8-20-04.doc >> << File: Estimated Budget for Coordinator Meeting.xls >> << File: CCLS Budget.pdf >>

Best regards,

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